

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, February 17, 2009 6:45 p.m.
Meeting Location: McKune Meeting Room

Trustees in Attendance: Lynn Fox, President; Dawn Caplis, Vice-President; Kathy Frisinger, Secretary; Kristin van Reesema, Treasurer; Gary Zenz, Trustee; Kate McAuliffe, Trustee; Mary Budzinski, Trustee; Joan Elmouchi, Director.

Trustees Absent: None

Guests: Anna Cangailosi, new Reference/Marketing Librarian at CDL.

Staff: T. Lancaster.

Welcome and Call to Order

L. Fox called the meeting to order at 6:46 p.m.

Agenda Review and Additions

None

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by K. Frisinger, SECONDED by D. Caplis to approve the minutes of the January 20, 2008 Regular Board Meeting, January 20, 2008 Closed Board Meeting and the January 31 Board Retreat Meeting as corrected with M. Budzinski added as present at the January 20th meeting. MOTION PASSED UNANIMOUSLY.

MOTION made by K. van Reesema, SECONDED by G. Zenz to accept the General Fund Operational checks. MOTION PASSED UNANIMOUSLY.

MOTION made by G. Zenz, SECONDED by M. Budzinski to accept the Construction checks. MOTION PASSED UNANIMOUSLY.

Director's Report:

J. Elmouchi will attend the City of Chelsea board meeting on February 24th and will show a Power Point presentation. An update from the State of Michigan: The Governor will propose that HAL (Department of History, Archives and Libraries) be moved to the Department of Education. They do not see a change in the State Aid to libraries for this year. J. Elmouchi will meet with Diane Winter from Chelsea State Bank at 2:00 on February 20th. She contacted Robert Stevens who was recommended by K. Frisinger and libraries are not in his area of finance. The audit has been moved to February 23rd, by request of the auditor. R. Andrews and L. Sayers are looking into an Inventory Control program that will include bar-coding items in the library. K. van

Reesema had questions about the Study Hall program, it is going slow. Washtenaw County Cultural Master Plan, which includes Bob Pierce from the Chelsea Chamber and Aubrey Martinson from the CCA, will be meeting here on February 26th. K. McAuliffe asked about Teen Librarian attending the Guiding Good Choices workshop for SRSLY and if this is something that the library should be involved with? This is a community wide group with the CCH, School District, and Police Department being major contributors and as we have so many teens coming to the library, it was felt that we should be involved in.

Public Comment

None

Guest

Anna Cangialosi our new Reference/Marketing librarian introduced herself to the board.

Communications

None

Action Item #1 – Acceptance of Donations

MOTION made by K. Frisinger, SECONDED by D. Caplis to approve the presented donations of \$520.00 and changes to the 2009 budget. MOTION PASSED UNANIMOUSLY.

Discussion Item #1: 2009 Board Retreat – Follow up

K. van Reesema asked the other board members for clarification on the notes and had the question “What do we stand for?” L. Fox had emailed some information to the board members that would give some guidance in deciding which of the Service Responses selected would work for CDL. **Correction: L. Fox has information that would give some guidance...**

Discussion Item #2: Merkel Update

G. Zenz delivered an amended letter to Tim Merkel of Merkel’s Furniture Store regarding the gutter system changes to their building. Mr. Merkel had to discuss it with his partner Fred Zuidveld and wanted to know if the library would do more. G. Zenz said they would have to come to the board with any request.

Discussion Item #3: Library Records Retention Policy

This will move to Action next month.

Discussion Item #4: 175th Anniversary Committee

An 175th Anniversary party is being planned by the City of Chelsea. This will be the last weekend in June.

Discussion Item #5: DDA Communication

K. McAuliffe has scheduled a meeting in March with Rep. Pam Byrnes for the library to ask questions regarding our paying the TIFA tax to the DDA. **Correction: questions regarding the capture and gun free zone in libraries.**

Reports

Policy Committee – They are meeting this Friday, February 20th. They will look into the possibility of Rehmann/Robson going over our HR policies as laws have changed and our policies are out of date.

Building Committee – A group of community members who have collected monies in memory of “Fallen Heroes” approached the Building Committee about the library accepting 2 granite benches they have ordered and would like to see them on the library grounds. They also have an amount of money they would like to have put toward a project.

M. Budzinski drafted and sent a letter listing out several options to the group. The Building Committee was firm that this be a onetime deal and that the library would not take on the collection of more monies for the “Fallen Hero’s group. We have had no response from the group. **Correction: M. Budzinski drafted a letter listing our...**

Jim Mumby from Fanning/Howey will be coming out to look at a possible expansion of the main vestibule, so that the two automatic doors would not be opening at the same time. K. McAuliffe suggested that he look into the federal stimulus package and see if there are any monies for libraries or energy conservation.

Finance Committee – None

Art Committee – They have now in their possession pictures of the Congdon brothers and have to decide which one and where they are going to hang them. There was some confusion as to which one built the McKune house. The next meeting is March 12th.

Friends – They were very happy to get the library “wish list”.

DDA – Meets this Thursday, February 19th 7:30 a.m.

Chamber – Their Annual meeting is this Thursday, February 19th at the Comfort Inn. J. Elmouchi will be attending.

Rotary – The Rotary will be purchasing a “Field Cross” for the Veterans Memorial at Vets Park. Their annual “Cash Bash” is coming up soon. They sponsored 4 scholarships at the high school.

Personnel Committee – The committee has completed the Director evaluation and J. Elmouchi has requested they go into Closed Session for this.

Public Comment

None

Other Items

None

Adjourn to Close Session:

MOTION made by G. Zenz, SECONDED by K. Frisinger to adjourn to close session to discuss periodic personnel evaluation of Director at 8:10 pm. Roll call vote was taken: K. van Reesema, Yes; K. Frisinger, Yes; D. Caplis, Yes; M. Budzinski, Yes; K. McAuliffe, Yes; G. Zenz, Yes; L. Fox, Yes. MOTION PASSED UNANIMOUSLY.

MOTION made by D. Caplis, SECONDED by K. Frisinger to return to open session at 9:40 pm. Roll call vote was taken: K. Frisinger, Yes; D. Caplis, Yes; M. Budzinski, Yes; K. McAuliffe, Yes; G. Zenz, Yes; K. van Reesema, Yes; L. Fox, Yes. MOTION PASSED UNANIMOUSLY.

Adjourn:

MOTION made by K. Frisinger, SECONDED by D. Caplis to adjourn the meeting at 9:43 pm. MOTION PASSED UNANIMOUSLY.

Katherine C. Frisinger

3/17/09

K. Frisinger, Secretary

Date